

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
March 6, 2017

PAGE 57

The Jasper County Commissioners met this date at 8:15 A.M. C.S.T., in the Commissioners Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp and Richard Maxwell. Please let the record show that James A. Walstra was absent. Also present were Auditor Kimberly K. Grow, Deputy Auditor Tina Porter, Highway Engineer / Supervisor Jack R. Haberlin and the Attorney that represents the Commissioners, Eric J. Beaver. The meeting was called to order and those present stood and recited the Pledge of Allegiance led by Patrick Donnelly.

Mr. Culp began the meeting by stating that the Commissioners will not be hearing the rezone request for Mr. Pitstick that was scheduled for 8:45 A.M. The Plan Commission did not make a decision at their meeting one week ago. He said that Mr. Beaver has been working diligently, but has not had ample time to thoroughly review all pertinent information and therefore, Mr. Culp doesn't believe they have enough legal opinion from him. The Commissioners are allowed ninety days to act on the request, but will hear the request at the next Commissioners meeting on April 3, 2017 at 9:00 A.M.

BILL WAKELAND / COMMUNITY CORRECTIONS: Mr. Wakeland was present to request approval for a contract between BI Incorporated and Jasper County Community Corrections. This is the company that the County has leased the electronic monitoring equipment from since Community Corrections started. The company now has a new GPS unit, which is better than what we currently have. The only change on the contract is the unit and the price. Mr. Maxwell made a motion to approve the signing of the contract. Mr. Culp seconded and the motion carried.

Mr. Culp informed Mr. Wakeland that he believes they are going to be getting bids to replace the entire roof with steel. Mr. Wakeland said that Hamstra's came out and looked at the air conditioning. They were supposed to come back, but have not yet.

CLAIMS: Mr. Maxwell made a motion to approve the claims as presented. Mr. Culp seconded and the motion carried.

PAYROLL: Mr. Maxwell made a motion to approve the payroll for the check dates equal to February 15, 2017 and February 28, 2017. Mr. Culp seconded and the motion carried.

MINUTES: Mr. Culp stated that on page 53, under topic "Brent LeLoup / NIPSCO" it should say "Mr. Haberlin told Mr. Culp and Mr. Maxwell", not Mr. Walstra. Mr. Maxwell made a motion to approve the minutes for the February 13, 2017 meeting after the noted correction. Mr. Culp seconded and the motion carried.

BURIED CABLE: Mr. Haberlin stated that the first request he has is from Pride Electric. They want to bore under County Road 200 North by 231 to the Brushwood Church. They currently have overhead electric and would like underground service. Mr. Maxwell made a motion to approve the request. Mr. Culp seconded and the motion carried.

The next two applications he has are from NIPSCO to extend natural gas lines, one on County Road 1600 North and one on County Road 1100 North, both located in Keener Township. There is no tile in either area. Mr. Maxwell confirmed with Mr. Haberlin that it will all be bored. Mr. Haberlin said that we have NIPSCO's liability insurance on file. NIPSCO will also be at the Drainage Board meeting this afternoon. Mr. Culp asked Mr. Urbano if he needs a CAD drawing to make a layer of all the utilities. Mr. Urbano replied that they are currently using ARCMAP, but since all their old drawings are in CAD, they have those capabilities. Mr. Culp suggested that the installer contact the Surveyor's office when things are being installed and located and Mr. Urbano can run his gps equipment over the top of NIPSCO'S to create an accurate layer. Mr. Culp asked Mr. Shanks how he would like to receive the data and he replied that he would like it in point form, as a share file. Mr. Maxwell made a motion to approve the request. Mr. Culp seconded and the motion carried. **Permit Nos. 3617B and 3617C**

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
March 6, 2017

PAGE 58

BURIED CABLE CONT'D: Mr. Haberlin said his last request is from CenturyLink for a rather large project in Walker Township. He said that they would like to plow but he told them plowing is not allowed in Jasper County. They decided to wait until Marla Hill gets here to address this request.

FARM GROUND LEASE BID OPENING: Mr. Culp stated that we received four bids. The bids were opened and read aloud.

Hickory Tree Farms, Rensselaer - \$45,225.58

Matt Hoyes, Rensselaer - \$252.00 per acre = \$48,751.92

Korniak Brothers / Kent Korniak, Rensselaer - \$\$227.10 per acre = \$43,934.77

Kohlhagen Farms, Rensselaer - \$170.00 per acre = \$32,888.20

The bid was awarded to Matt Hoyes at \$252.00 per acre for a total of \$48,751.92. This is for a one year lease with the tenant having the option of two additional one year leases at that same rate. Mr. Maxwell made a motion to accept the bid from Matt Hoyes. Mr. Culp seconded and the motion carried.

DAVID RUSS / SYNOVIA SOLUTIONS: Mr. Russ was present and stated that he is with Synovia Solutions, a telematics gps provider based out of Indianapolis. He said they would like to help the County track vehicles and equipment. It would be done through a twelve month lease. Synovia would install the equipment. Not only does the gps track location, it also tracks how vehicles are being operated. They have hard-wired units or plug-in units available. Mr. Culp asked Mr. Russ if he works with other county governments and he replied that he does. He said they primarily work with municipalities and school districts, currently tracking 185,000 units. Mr. Maxwell inquired about the cost. Mr. Russ stated that the hard-wired unit is \$29.00 per vehicle per month and the plug-in unit is \$20.00 per vehicle per month with no purchase of equipment required or installation costs. Mr. Culp told Mr. Russ that Mr. Haberlin can review the information and report back to the Commissioners and they will get in touch with him.

EMPLOYEE BONDS: The following bonds were submitted for approval: Karen Wenrick, Linda Armstrong, Tina Porter, Idamae Winter, Pat Harper and Deputy Recorders. Mr. Maxwell made a motion to approve the bonds. Mr. Culp seconded and the motion carried.

SRI SEMINAR REQUEST: Permission was requested for Donya Jordan and Tina Porter to attend a tax sale seminar hosted by SRI on March 31, 2017 held in Indianapolis. There is no cost to attend and they will be driving the county car. Mr. Maxwell made a motion to approve the request. Mr. Culp seconded and the motion carried.

REZONE REQUEST / RICE / 8066 N 400 W: Robert and Connie Rice were present to request a rezone from A1 to A2. Mrs. Scheurich stated that the property is 11.5 acres and they would like to split off four acres so they can build. She said there is plenty of road frontage. The Plan Commission unanimously approved the request. She said there were a few neighbors at the Plan Commission meeting that had a few questions, but were ok with it when they found out it was only for one home. Mr. Maxwell made a motion to approve the request. Mr. Culp seconded and the motion carried.

Mr. Haberlin stated that he wanted to quickly share that he talked with Turning Point Surveying and was told that, although the Indiana Department of Transportation right of way may be a bit smaller, he always uses a measurement of fifty feet from the centerline of the road. Mrs. Scheurich said that's what her office goes by as well.

BILL BATLEY / PANIC BUTTON SYSTEM: Mr. Batley was present to give more clarification on the panic button system warranty. The two year extended warranty covers all the batteries, transmitters and everything else within the two years. The recommendation from the company is to replace the batteries every two years as a consumable which would entail replacing the system battery in the unit and the batteries in each of the buttons. They would also come in and service the unit and perform any updates it needs.

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
March 6, 2017

PAGE 59

BILL BATLEY / PANIC BUTTON SYSTEM CONT'D: The price includes the batteries and the company will be the ones to install them. If they fail within the two years, they would be covered. The contract will be renewable every two years until the system gets to a point where it needs replaced. Mr. Maxwell made a motion to approve the quote from Secure Tech Systems. Mr. Culp seconded and the motion carried.

DIEDHAM / QUOTE FOR COURTROOMS: Mr. Diedham was present and stated that he faxed a quote to Mr. Carney for the Courtrooms and the stainless steel pans. It was determined that this was approved at the February 13, 2017 meeting. There was no document to sign at that time. Mr. Culp and Mr. Maxwell signed Mr. Diedham's copy of the quote. Mr. Diedham said that after Mike Diedham signs, he will send the Auditor's Office a copy.

ALAN SHANKS / DATA REQUEST FROM EDP RENEWABLES NORTH AMERICA: Mr. Shanks stated that he has a data request from EDP Renewables out of Houston, Texas. They are requesting seven layers, consisting of addresses, County Commissioner Districts, legal sections, parcels, township boundaries, utility boundaries and zoning maps. Mr. Culp stated that Kevin Kelly has met with two companies. Mr. Culp believes that EDP is looking at the southern part of the county. Mr. Shanks said that EDP is paying \$750.00 for a one-time delivery for the whole county. Mr. Maxwell made a motion to approve the data request from EDP Renewables North America. Mr. Culp seconded and the motion carried.

STACE PICKERING / CONSOLIDATED INSURANCE / SAFETY COMMITTEE: Mr. Pickering was present to inquire if the County would be interested in setting up a Safety Committee. The insurance company has been setting up safety committees with other counties across the state. There is no cost other than time involved. Consolidated would like to have a meeting later this month explaining it more in detail. He said that it's basically about getting various department heads together to go over what they do and ways to make it safer. Mr. Maxwell asked if they make an examination of facilities. Mr. Pickering replied that they could probably include that. It would depend on what the committee would like to do. It's more along the lines of loss mitigation. Mr. Maxwell asked if they make recommendations or if premiums are set based on what the insurance company finds. Mr. Pickering replied that they do not. Mr. Pickering stated that he will need to know who to contact in regards to who will be coming to the meeting. Mr. Culp and Mr. Maxwell both agreed that there should be someone from each building. There was discussion between the Commissioners, Auditor Grow and Mr. Haberlin on who should represent each building. Auditor Grow said that she will get a list put together. Mr. Pickering will be letting Auditor Grow know if this is to include all government entities or only the county employees.

BRENT LELOUP / NIPSCO / PERMIT REQUESTS: Mr. LeLoup was present to request approval for two projects. The first one is on County Road 1100 North, just east of County Road 900 West in Demotte. NITCO is the only existing facility in the area. NIPSCO plans on installing on the North side of the road, crossing the road and servicing six homes. Mr. Culp asked him if they planned on staying a certain distance off the road and he replied that they will stay at least six feet off the road, by the NIPSCO pole line. Mr. Culp told Mr. LeLoup that his drawing needs to have a distance from a location listed, such as the distance from the road or the distance from the poles in order for it to be more precise. He said that they should also show the distance from the centerline of the road to the back side of the poles since the poles were set just inside the edge of our right of way, done this way so they did not have to purchase private easements. He then requested that Mr. LeLoup also include the location of NITCO's utilities on his drawings, if there are any found. Mr. LeLoup agreed to add that information. Mr. Culp explained to him that the County is establishing a layer on the GIS that will show the utilities. Mr. Urbano and Mr. LeLoup will be meeting to discuss merging Mr. LeLoup's GIS information in to the system that the County uses.

The second project is for a short extension on County Road 1600 North, just east of County Road 700 West that will service five homes and a possible grain drier. While doing the locate, he did not find any other utilities. He will be going under the road to the north side. The poles are REMC's, located on the south side. He said NIPSCO's standard for running a pole line is to survey the edge of the road right of way and then place the center of the pole eighteen inches in.

BRENT LELOUP / NIPSCO / PERMIT REQUESTS CONT'D:

Standard installation depth is three feet, unless they are crossing legal drains or tiles, in which they would trench four feet under. Both jobs will be trenched, not plowed. He said he puts the stakes and flags up before work begins. Mr. Culp suggested that once the stakes and flags are up, the County can send someone out to visually inspect it before the trenching begins. Mr. LeLoup agreed to copy the County in the email to his scheduler stating that the stakes and flags are up. Mr. Maxwell made a motion to approve the requests. Mr. Culp seconded and the motion carried. Mr. LeLoup will be attending the Drainage Board meeting this afternoon.

CHRISTINE HASKELL / DOCUWARE / CHILD SUPPORT: Ms. Haskell was present to request permission to go electronic in the IV-D Department. She's had a discussion with DocuWare, which is currently who handles the paperless system for old cases in the Prosecutor's Office, and they indicated that they would be able to get the child support section paperless to prepare for the transition to electronic filing. Since the County currently has a contract with DocuWare, there would be no additional user cost. There would be costs involved for transitioning the paper files to electronic files. She received two separate quotes. They have approximately seven hundred closed cases and one thousand one hundred open cases, all of which would need to be scanned and put in to the DocuWare system. For the closed cases, the cost would be approximately \$9,018.75 and for the open cases the cost would be approximately \$9,020.00. She said the Prosecutor's Office is allowed to use their Incentive Funds to pay for both of these. She also stated that by going electronic, this will improve child support collections and efficiency in the office. The only other expense they suggested would be to purchase desktop scanners for each of the two caseworkers and the prosecutor who primarily works on child support at a cost of \$995.00 each. She said she spoke with Mr. Batley to see if he can find something equivalent for a lesser cost. DocuWare does not require that they use the scanner recommended by them. They visited with the Porter County IV-D Department, who also recommended having scanners as it helps them to be more efficient. Mr. Maxwell made a motion to approve converting child support to the DocuWare system. Mr. Culp seconded and the motion carried. Ms. Haskell stated that she's still working with Mr. Batley on the scanners. Attorney Beaver mentioned that he's located a statute that requires a general county-wide policy be put in place that would document standards in regards to electronic documents. He will be following up with each department head once he starts working on the policy.

MARLA HILL / MIKE BRISTOW / CENTURYLINK / BURIED CABLE: Ms. Hill and Mr. Bristow were present with a cable request. Mr. Haberlin explained that the issue of plowing has come up and the County does not allow plowing. Mr. Bristow asked what the reasoning is for this and if it's because of the problems that occurred on Indiana 114. Mr. Maxwell stated that we've had too many tiles damaged and no guidance on the part of the contractor. Mr. Culp added that with plowing, you are unaware that you hit a tile. Mr. Bristow asked if they have to bore everything or put up poles. Mr. Maxwell told him that we allow trenching. They can also place poles as long as locates are done beforehand. Mr. Culp said that the problem usually occurs when companies sub the work out to a contractor and there's not enough oversight, which should not be the County's cost to bear to oversee those projects. Mr. Bristow stated that all of their work is sent to sub-contractors. Mr. Bristow asked if there's someone that can tell them if there are tile in the area. Mr. Culp and Mr. Maxwell told him that the Surveyor's Office would only be able to tell them where regulated drains are located, not private drains. Mr. Culp and Mr. Maxwell told him that the County is requesting a schematic showing where things will be located in the easement, as well as how deep. Mr. Haberlin told Ms. Hill to continue sending the requests through both the Highway Department and the Surveyor's Office. Mr. Urbano asked Ms. Hill and Mrs. Bristow if they mark before installation. He said, if so, it would be helpful for the County to be notified so we can visually verify the location. Mr. Bristow said they call in locates for existing facilities, but they do not flag. Mr. Bristow asked how deep trenching needs to be and Mr. Maxwell, Mr. Culp and Mr. Urbano all told him it needs to be three feet. Mr. Culp told him we will also need a schematic if they will be putting anything above ground. Ms. Hill asked if the County has a minimum requirement for the distance from the road. Mr. Culp told her that it just depends on the road. Mr. Haberlin said, in the past, we have not had a permitting process for poles. He asked Mr. Culp if that is something we will be requiring now. Mr. Culp replied that we will at least need to see a sketch showing the location of them.

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
March 6, 2017

PAGE 61

MARLA HILL / MIKE BRISTOW / CENTURYLINK / BURIED CABLE CONT'D: Mr. Maxwell said the County would also like to know when the sub-contractors will be coming to the area. Mr. Culp said we will send someone out to visually inspect the location, just in case there's a culvert they may not have seen. Ms. Hill said she can notify the County the week before work is to be performed and have someone meet the County on-site. Mr. Maxwell said that any information we can get from the installer would be helpful. Mr. Maxwell said they are crossing out "plowing" on CenturyLink's request. Ms. Hill stated that this request is for installation of high-speed internet for customers that are outside the typical coverage areas. The government is helping to pay for this project. Mr. Maxwell made a motion to approve the request from County Road 100 West to County Road 400 West, with no plowing. Mr. Culp seconded and the motion carried. **ACT # 128001, Permit No. 737**

MARK SINCLAIR / OPEN HOUSE REQUEST / ADDITIONAL EMPLOYEE REQUEST: Mr. Sinclair was present and said that they'd like to have a public open house at the Shelter sometime in May. He said he wasn't sure if that would be alright as far as insurance purposes, being that they will be inviting the public as well as trying to get some vendors lined up. There will be no cost, as they will be getting everything they need through donations. They will be having a luncheon and having booths set up with the K-9 unit there, as well as the mobile vet and Dr. Mallory. Mr. Culp asked Mr. Pickering if he's sees an issue with it and he replied that he does not. Mr. Culp told Mr. Sinclair that he can get it scheduled.

Mr. Sinclair said he is also requesting the replacement of a part-time person that quit after being employed for only two weeks. Mr. Maxwell made a motion to approve the replacement of the part-time position. Mr. Culp seconded and the motion carried.

SHERIFF RISNER / DIANA BOERSMA / EMPLOYEE REPLACEMENTS/ ANNEX REPAIRS / MOTORPOOL SHED / VIDEO VISITATION / COUNTY CARS: Sheriff Risner was present and stated that he has a current Correctional Officer position and a current Communications Officer position open. The Correctional Officer took a position with another law enforcement agency as a Road Officer and has given a two week notice, with March 7th being their last day. The Communications Officer is leaving the full-time position to work in one of our part-time positions. He would like to fill the full-time Communications Officer position because sometimes a part-time person may not work enough hours to stay current with the requirements of the position. Mr. Maxwell made a motion to replace these two current, funded, full-time positions. Mr. Culp seconded and the motion carried.

Sheriff Risner brought up the repairs needed at the Annex. Mr. Culp said that they asked Mr. Boersma to forward the list of repairs needed to another contractor. He said that he has a contractor that will be looking at the Community Corrections building and told Mrs. Boersma if she has anyone else that might want to bid, feel free to contact them.

Sheriff Risner stated that he would like to add an extension to the South end of the motorpool shed on the east side of the facility. He has a communications vehicle that's used for tactical call-outs or an emergency where they need a mobile communications system. With nowhere to store it inside, the weather is tearing it up. If they need to take the vehicle out in the winter and there's been snow or freezing rain, it takes time to clean it off. He said to save costs, the shed doesn't need to be enclosed yet. Two sides would be sufficient, but it would be built so a door could be added later, if need be. It would need walls on the east and south sides and they would be the same height and the same material as the existing facility. It would be a twenty-two or twenty-four foot extension. He would like to get bids, but may also ask for a separate bid to also include the north side enclosure with a door. Mr. Culp and Mr. Maxwell gave permission for him to get bids.

Sheriff Risner said that he'd also like to discuss the video visitation program. They are still using the Stanley Integrated System, which was installed when the facility was built and it is failing. The company no longer supports the software that runs the system. The company that the jail is contracted with for the inmate phone system also has a video visitation program and the new, computerized commissary.

SHERIFF RISNER / DIANA BOERSMA / EMPLOYEE REPLACEMENTS/ ANNEX REPAIRS / MOTORPOOL SHED / VIDEO VISITATION / COUNTY CARS CONT'D: They've shown the Sheriff's Department an example of the new system, which also incorporates some of the computerized commissary and it also has a panic button. The company mentioned that they like to have a multi-year contract; although it's not mandatory. They've been a reliable company with the other systems and have always been quick to fix problems as they arise. A multi-year contract may reduce the cost overall. The system is all in-house, with nothing outside of the facility. Mr. Culp asked if this was figured in to the budget. Sheriff Risner replied that it would be part of the maintenance budget. He also said that they charge \$0.22 per minute for inmate phone calls, so that money goes towards the phone system as well. He is currently waiting on a quote from the company and will bring it in once he receives it. He said that something will need to be done quickly, as the current video visitation system is their only visitation means.

Mrs. Boersma and Sheriff Risner informed the Commissioners that they have a fatality that's been called in another State and they are going to require an autopsy because of criminal issues. The other county may bill our county, which Mrs. Boersma said that they have a right to do. If she receives bills, she will email them with a note stating what they are for.

Sheriff Risner stated that the Courthouse should be getting one of the old squad cars within a week or so and the other one will be ready about a week or so after that. One is coming to the Courthouse and one is going to the Highway Department. The charger at the Courthouse and the charger at the Highway Department are both going to the County Auction.

JACK HABERLIN: Mr. Haberlin stated that he'd like to continue working on the resolution so he can continue to sign paperwork regarding grants, such as CCMG. Attorney Beaver replied "yes".

Mr. Haberlin mentioned to Mr. Culp that it would be a good idea to keep in mind when he goes to Indianapolis that Jasper County does a great deal of preventative maintenance on our roads, unlike other counties who still get the same amount of grant money. Mr. Haberlin said that might be worth mentioning. He also said that hopefully work will be started on County Road 300 East on Monday, March 13th. Mr. Culp asked Mr. Haberlin about the bridge north of Parr. He replied that they had the signs up for February 20th, so he thinks it's moving along.

ATTORNEY BEAVER: Attorney Beaver stated that the jail bond refinancing closed successfully on February 21st. One thing that has come up since the closing is that Umbaugh has requested information about an arbitrage calculation with regards to the 2007 bonds. Essentially there is some documentation that the County needs to maintain as to how those bonds were dispersed so that a bond investor would not be able to gain the system by purchasing non-municipal tax-exempt bonds. This was not part of the 2007 transaction. He believes Umbaugh provided a notice in 2007 asking if the County would like them to send us an engagement letter. Found in the file was a form signed by Donya Jordan stating that the County would like Umbaugh to send the engagement letter; however, the engagement letter has not been located. He does not believe Umbaugh did the work. He said he and Auditor Grow spoke with one of their representatives shortly after the bond transaction closed and they offered to do this work for the County at their standard rates but they would include a "not to exceed" figure. The approximate cost will be between \$3,000.00 and \$4,000.00. He was sent an engagement letter by Umbaugh, but it does not have the "not to exceed" figure. This is something that will need to be done with or without Umbaugh's assistance, although he believes Umbaugh can take care of it much more expediently than the County could. He also spoke with Regions Bank, who informed him that they do not have a Compliance form in their records. This needs to be addressed fairly soon, but he does not want to present the letter he has for consideration since it does not include the "not to exceed" figure.

Attorney Beaver stated that he's made quite a bit of progress with the Department of Justice, but has had to ask for another extension of time, which was granted. They will be sending out a letter that will grant an additional thirty days beyond that. He's hoping to have something to present for the Commissioners approval at the April meeting. He hopes to also have time to work on the Jasper County Code as soon as possible.

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
March 6, 2017

PAGE 63

At this time, there was a short break.

VETERANS SERVICE OFFICE / HARNESS: Mr. Culp stated that the Veteran's Service Office has requested to purchase a safety harness to be used when they need to change the flag. The cost is \$127.99. Mr. Maxwell made a motion to approve the request. Mr. Culp seconded and the motion carried.

TRI-COUNTY SCHOOL CORPORATION VOTING LOCATIONS: Vicki Bozell presented, by letter, polling locations for Carpenter East and Carpenter West for the Special Election to be held on May 2, 2017. The Remington Library has been designated for both Townships. Mr. Maxwell made a motion to certify the polling locations. Mr. Culp seconded and the motion carried.

VACATION REQUEST: Lou Peterson submitted a vacation request for June 23rd through July 1st. Mr. Maxwell made a motion to approve. Mr. Culp seconded and the motion carried.

There being no public comment and no further business, this meeting now stands in recess.

AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:

UMBAUGH / ARBITRAGE CALCULATION: Auditor Grow stated that Umbaugh did send us "not to exceed" numbers. The five year calculation will not exceed \$5,000.00 and the final calculation will not exceed \$3,500.00. She said that Christina Cromer advised her that she will save a copy of the email she sent Auditor Grow that states this. Mr. Maxwell made a motion to approve the letter. Mr. Culp seconded and the motion carried.

There being no further business, this meeting is continued to March 20th, if needed, and now stands in recess.

Kendell Culp, President

James A. Walstra, Vice President

Richard E. Maxwell, Member

ATTEST:

Kimberly K. Grow, Auditor of Jasper County

